



CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE	<u>09/16/03</u>
AGENDA ITEM	<u>3</u>
WORK SESSION ITEM	<u> </u>

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Authorization for City Manager to Execute a Professional Services Agreement with The Culver Group for a Boundary Survey of the Hayward Executive Airport

RECOMMENDATION:

It is recommended that City Council adopt the attached resolution, which authorizes the City Manager to execute an Agreement for Professional Services with The Culver Group.

BACKGROUND:

The project consists of preparing a revised airport boundary survey. In the process of updating the Airport Master Plan, the City was made aware that the existing boundary map, which represents the Hayward Executive Airport, was in need of revision. The present document utilizes metes and bounds which do not coincide with today's surveying methods and computer technology. Therefore, it is difficult for the City surveyor to accurately depict the Airport boundary.

In March of this year, City staff circulated six Request(s) for Proposals to qualified surveying firms. Staff received four written proposals and conducted interviews on May 2. The interview panel determined that the firm most capable of meeting the City's needs to complete the desired scope of services is The Culver Group, Dublin, CA. The Culver Group's scope of the proposed services was the most comprehensive and responsive to the City's needs.

The project scope includes a complete investigation including reviewing existing title reports as well as researching deeds and easements to calculate the Airport's boundary. The contractor will then field verify the Airport boundary, tie-in physical monuments, and provide a digital and print copy of the Airport Layout Plan. A Record of Survey will then be prepared and filed with Alameda County. Once the Airport Boundary Survey is complete, the City will have an accurate and properly recorded boundary map for our Airport Layout Plan. This is a requirement of the Federal Aviation Administration.

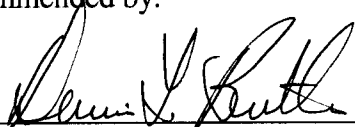
Completion of the project elements will cost \$34,300. The hourly rates and total cost proposed by The Culver Group were similar to the other proposals reviewed. Staff believes that the negotiated cost of \$34,300 is reasonable for the scope of work. Preparation of this document has been approved in the Airport's 2003/2004 Operating Budget in the amount of \$35,000.

Prepared by:



for Brent S. Shiner, Airport Manager

Recommended by:



Dennis L. Butler, Director of Public Works

Approved by:



Jesús Armas, City Manager

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE A PROFESSIONAL SERVICES
AGREEMENT WITH THE CULVER GROUP FOR A
BOUNDARY SURVEY OF THE HAYWARD
EXECUTIVE AIRPORT

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to execute on behalf of the City of Hayward an agreement for professional services with the Culver Group for a Boundary Survey of the Hayward Executive Airport to revise and update the airport's existing boundary map, in a form approved by the City Attorney, on file in the office of the City Clerk.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2003

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward